

## MnVFC Announcement

Date: May 4, 2020

To: MnVFC Providers

From: MnVFC Program

Re: **MnVFC site visits on hold – Updated process**

Please route to:

- Clinical supervisor
- Medical director
- Clinic manager
- Clinic staff
- Pharmacy
- Vaccine staff

Due to the COVID-19 pandemic, CDC has stopped all in-person site visits. To have confidence that children are receiving viable vaccine until site visits can resume, CDC has asked that we make sure all MnVFC vaccines continue to be stored and handled properly.

Since our March 30 MnVFC Announcement, we have updated and streamlined our process:

1. Around two weeks before your site visit would have been due, you will receive an email requesting your recent temperature documentation and calibration certificates.
2. Open the survey and upload your documents.
3. You will receive one reminder email a week later.
4. Once the documents are received and reviewed you will be contacted if follow-up is needed.

### Temporary clinic closures

Some sites are choosing to temporarily close. If your site will temporarily close, please do the following:

- Contact the MnVFC program so we can make sure ordered vaccines are not sent to a closed site.
  - Please let us know if you have changes in your Immunization Manager or Vaccine Coordinator.
- Consider transferring your vaccine, if possible.
- If you plan to leave your vaccine at a site that is closed, please put the attached Clinic Closure: DO NOT USE VACCINE poster on the storage unit and follow the procedure detailed on the poster.

### Reopening your clinic

When your site reopens, follow these guidelines:

1. Visually inspect the storage unit to make sure there has not been any damage to the unit.
2. DO NOT use the vaccine until temperatures have been reviewed. Download the temperature monitoring data for the entire time period your clinic was closed.
  - a. Take action on any out-of range temperatures before using the vaccine.
3. Do a complete inventory of your vaccine. Remove any expired vaccine from the unit.
4. Remove the *Clinic Closure: DO NOT USE VACCINE* poster from each unit once the vaccine is determined to be safe and start vaccinating patients.
5. Contact our program to let us know you have reopened.

Refer to your manual for more information on what to do with expired/lost vaccine found on [MnVFC Required Reports and Trainings \(www.health.state.mn.us/people/immunize/hcp/mnvfc/required.html\)](http://www.health.state.mn.us/people/immunize/hcp/mnvfc/required.html).

### Appreciation

Our program wants to thank all of our sites during this uncertain time. We appreciate all that you are doing!

# Clinic Closure:

# DO NOT USE

# VACCINE

**Contact MDH when you open:  
651-201-5522 or 1-800-657-3970  
Health.MnVFC@state.mn.us**

## When reopening your site:

- Review temperatures since clinic closed
- For any out-of-range temps, contact vaccine manufacturer(s) and MDH
- Review vaccine inventory
- Place vaccine expiring soon in front
- Remove any expired vaccine
- Once vaccine determined safe to use, start vaccinating.



Minnesota Vaccines  
for Children Program  
[www.health.state.mn.us/vfc](http://www.health.state.mn.us/vfc)